



**THE FLORIDA SENATE**  
**SENATOR KATHLEEN PASSIDOMO**  
*Republican President Designate*

## **MEMORANDUM**

**TO:** All Senators  
**FROM:** Kathleen Passidomo  
**SUBJECT:** Election of the Senate Secretary  
**DATE:** November 15, 2022

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When we convene for the Organization Session next week, the first order of business will be the election of a Senate Secretary. As you may be aware, our longtime Senate Secretary, the Honorable Debbie Brown, retired last month following 30 years of service to the Senate. I have asked Tracy Cantella, a longstanding member of our professional staff, to serve the Senate as our new secretary and respectfully ask you to join me in electing Ms. Cantella to this important constitutional role.

Ms. Cantella has served the Senate in a variety of roles over the last two decades. She began her career in the Secretary's Office and is well-versed in the integral functions of the office. For more than a decade, Ms. Cantella served as professional staff to the Committee on Rules, training under the Honorable John Phelps, former Clerk of the House and longtime Rules Staff Director. For returning Senators, Tracy is the friendly and familiar face from the Rules Desk who provides concise, accurate, and impartial interpretations of the Senate Rules during sittings. As Rules Chair, I worked closely with Tracy over the last two years. I did not hesitate to rely on her thoughtful, fair, and decisive knowledge of our floor process, and I am confident she will provide the same careful guidance as we serve on the rostrum together.

### **About the Senate Secretary**

The Senate Secretary is a nonmember constitutional officer, elected by the Senate to serve at its pleasure, who serves as the parliamentarian, keeps all Senate records, and authenticates each act and resolution passed by the Senate. The Secretary also publishes the journal and the calendar. Other operations within the Secretary's Office include: bill drafting, bill and amendment filing, duplication and public distribution of documents, and the operation of specialized chamber computer systems, such as the electronic voting system and Session Organizer. The Secretary's Office maintains information included on the official website and on the Legislature's Online Sunshine home page. The Secretary represents the Senate throughout the year, speaking to various visiting civic and student groups and hosting numerous mock sessions and other education events in the Senate Chamber.